DATE: 13 May 1957

: Chief, Intelligence School

Office Memorandum . United states government

;		
FROM:	Chief, Clerical Training	
		25X1
		23/1
SUBJECT:	Report Number 19, Week of 7 - 13 May 1957	
	1. Numbers in Clerical Induction Training. During the week	of
	7 May there were people in Clerical Induction Training.	25X1
	Way there were beobte in orestori inducator increases.	23/1
	O Martine in Olemical Ordentation Training In Clarical	
	2. Numbers in Clerical Orientation Training. In Clerical Orientation there were people for the week of 7 May.	25 X 1
	Orientation there were people for the week of 7 May.	
	m 11 12 1 1 1 2 2 2 2 2 2 2 2 2 2 2 2 2	7
	3. Results of Official Agency Testing Administered by Cleri	CAI
	Induction. The results of the tests administered to the entrance	9EV1
	on-duty employees for the week of 7 May were as follows:	25X1
		, 02.74
	<u>Tested</u> Qualified	²⁵ X1
	Shorthand	
	Typewriting	25 X 1
		0EV4
	4. Joins Clerical Training Staff. On 7 Ma	y 25X1
	joined the staff of Clerical Training to as	anime'
	the duties of Instructor. who transferred from	
	PP Staff, will be assigned to the Clerical Refresher Training pro	gram.
	11 Dodie Hill Do doorbied to the control to the control of	. ;
	Joins Clerical Training Staff.	
	joined the staff of Clerical Training to assume the duties	_ 25X1
	of secretary to the Chief, Clerical Induction Training.	
	of secretary to the chief, Clerical induction framing.	
	, and the second	
		ef,
	Clerical Orientation, spent Friday, 10 May at in prepar	ation
	for the Secretaries Workshop on 20 and 21 May.	OEV1
		25 X 1
4		•

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